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ADULT EDUCATION DIVISION

**\$1,000 to \$10,000 Mini Grant Application For
Improving Basic Academic Education Skills
In
Reading, Math, and/or Communications**

July 2012 through June 2013



Application Due Date: Thursday August 9, 2012

Purpose of This Grant: To provide the opportunity to offer basic academic education and increase the abilities of individuals who perform below the 12th grade 9th month functionally in reading, math, and/or communications skills which will result in measurable learner achievement.

Eligible Applicants: All programs may apply to be considered for this mini-grant for the purpose to improve basic academic education skills in reading, math, and/or communications. These funds may be used with other funds to provide instruction in the workplace, distance learning, or the classroom.

Grant Elements:

Project Abstract - a typed description addressing the following headings must be a part of the proposal submitted in 12 point type not to exceed **two (2) pages** in length with the following details included, but not limited to:

- Demonstrated need for this funding
- Expected outcomes as a result of expending this grant
- Instructional materials, books, lessons, curriculum, supplies, etc. to be used
- Estimated Cost: salary not to exceed \$25.00 an hour plus cost of fringe benefits
- Teacher qualifications:
- Length of class: Start date, ending date, hours of operation
- Class location: Street number/name, city, state, zip code (no P.O. Box)
- Size of Class: Estimated number of students
- Subject(s) to be taught:
- Assessment: Test of Adult Basic Education (TABE) or other pre- and post-tests

Note: Indicate N/A beside those items not applicable to the intent of the program's intended use of these funds.

Budget Page: An Arkansas Adult Education Initial Budget or Amendment Page for FY 2012-2013 attached as part of this packet must be completed, dated, signed, and attached as a part of this grant in order for this request to be considered.

Description of Experience:

Provide a one-page description of previous experience in providing instruction classes to be offered.

Reporting Requirement:

Successful applicants funded with these grants must report to the Arkansas Department of Career Education, Adult Education Division by June 1, 2013, a full report of the accomplishments as a result of the expenditure of these funds. Student achievement must be clearly presented.

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